

State and Federal Grants Updates

WICPA Conference
May 2019



Title I, Part A Fiscal Requirements



Elementary and Secondary Education Act of 1965

Reduce the achievement gaps between students by providing each child with fair and equal opportunities to achieve an exceptional education.



“From our very beginnings as a nation, we have felt a fierce commitment to the ideal of **education for everyone**. It fixed itself into our democratic creed.”

Supplement, not Supplant

A Local Education Agency (LEA) shall use Title I funds to supplement the funds that would, in the absence of Title I funding, be made available from state and local sources for the education of Title I students, and not to supplant such funds.



20 USC 6321



Title I, Part A Supplement not Supplant

LEAs are required to:

- identify the methodology used to allocate state and local funds to Title I schools AND
- demonstrate that these schools receive all of the state and local funds they would be entitled to, even if they were not Title I schools.

LEAs cannot take away state/local funds from Title I schools because they are Title I schools.

20 USC 6321



Under ESSA, states and districts are still required to use federal dollars to supplement spending on at-risk students. ESSA, however, offers greater flexibility to allow for innovation.

LEAs are no longer required to identify individual costs or services supported under Title I. Instead, they are required to identify the methodology used to allocate state and local money to Title I schools and demonstrate that these schools receive all of the state and local money they would be entitled to, even if they were not Title I schools. This methodology must be neutral of Title I funding.

These changes provide states and districts with greater freedom when making use of Title I funds.

Title I, Part A Supplement not Supplant (cont.)

The Secretary of the US Department of Education may not prescribe the specific methodology an LEA uses to allocate state and local funds to each Title I school.

The methodology is a local decision.



Title I, Part A Supplement not Supplant (cont.)

No LEA shall be required to:

- **Identify individual costs or services as supplemental.**
- **Provide services through a particular instructional method, or in a particular instructional setting, to demonstrate compliance.**



Methodology

Methodology must be documented and in place by July 1, 2018.

LEAs are not required to use the same methodology for each school, but **must demonstrate that the methodology does not deprive a Title I school of state/local funds because of its Title I status.**



LEAs are not required to use the same methodology for each school; instead it only requires that the LEA demonstrate its methodology does not deprive a Title I school of state/local funds because of its Title I status.

In short, the methodology should be Title I-neutral.

Methodology (cont.)

Distribution methodology could vary based on:

- Grade span (high school vs. elementary)
- School size
- Student needs (ELL, newly arrived, special ed, etc.)
- School model (CTE, magnet, IB, etc.)
- Other factors, providing those factors are not based on Title I status.



Districts should be thoughtful about grade spans; students needs; etc.

Methodology (cont.)

Methodology may exclude state and local funds that meet the intents and purposes of Title I, Part A.



20 USC 6321



Section 1118(d)

Methodology Checklist

Methodology:

- ✓ Is in place by July 1, 2018
- ✓ Demonstrates that Title I schools received all of the state and local funds they would be entitled to
- ✓ Is "Title I neutral"
- ✓ Is documented



Methodology Sample 1

Pine Meadows School District plans the annual building budgets in two parts: personnel and non-personnel.

PERSONNEL: Personnel decisions are made by the administrative team on a districtwide basis and are approved by the superintendent.

- Classroom instructional staff are paid with state and local funds.
- Title funds for each of the 3 Title I schools are allocated in order to provide equitable services to all students within the district. Title I staff provide supplemental instruction for students in need of additional academic support by using evidence-based interventions and support services to help close the achievement gap for all subgroups in English language arts and math, so all students meet challenging academic standards.

Methodology Sample 1

NON-PERSONNEL: Beginning with the 2018-19 school year, the administration recognized the need to be sure each building was given a baseline per pupil amount of funding on which they could depend. The decision was made to fund non-personnel expenses as follows.

- K-5th grade students: \$500 per pupil
- 6th-8th grade students: \$750 per pupil
- 9th-12th grade students: \$1,000 per pupil

Budgeting for the 2018-19 school year was based on the January 2018 student count, taken during the 2017-18 school year. Non-personnel budgets are comprised solely of state and local funds. Federal funding is used solely to supplement these funds and is not taken into account when establishing non-personnel budgets.

Each building works together to develop their building budgets. Different iterations of zero-based budgeting are used within each building, all with a strong emphasis on utilizing funds to meet the needs of its current student population.

Methodology Sample 1

Methodology:

- ✓ Is in place by July 1, 2018
- ✓ Demonstrates that Title I schools received all of the state and local funds they would be entitled to
- ✓ Is "Title I neutral"
- ✓ Is documented



Methodology Sample 2

Sunset Park District uses modified site-based budgeting for each annual budget.

This methodology provides each school building with an allocation amount derived from a student enrollment count multiplied by a per-student amount.

The per-student amounts were created based on the various building needs, regardless of receiving any local, state or federal grants, and agreed upon by the administrators.

For example, the high school allocation is larger than other schools due to the courses and numerous activities offered to students (i.e. technology education, family and consumer science, science labs, etc.).



Methodology Sample 2

Each spring the director of business services meets with each building principal to review their current-year budget and discuss the next year's budget.

The purpose is to identify any challenges due to a lack of resources.

- For example, this last year, consumables (i.e. math workbooks) were identified as a challenge for Forrest St. Early Learning Center. The administrative team will need to take this in to consideration during deliberations in the upcoming months for next year's budget.



Methodology Sample 2

Methodology:

- ✓ Is in place by July 1, 2018

Demonstrates that Title I schools received all of the state and local funds they would be entitled to

- ✓ Is “Title I neutral”
- ✓ Is documented



Methodology Sample 3

Starting July 1, 2018, the Sunrise Park School District will use a per pupil formula to determine school level allocations for state and local funds.



Methodology Sample 3

2018-19 Budget Projections

School Name	\$5,000/El Student \$7,000/MS & HS Student		\$250 per Low Income (LI) Student		\$500 per English Learner (EL)		Total State and Local Funds
	Total Enrollment	Amount	# of LI Students	Amount	# of ELs	Amount	
Oak El (TI school)	450	\$2,250,000	200	\$50,000	100	\$50,000	\$2,350,000
Pine El (TI School)	375	\$1,875,000	125	\$31,250	76	\$38,000	\$1,944,250
Ash Mi	250	\$1,750,000	75	\$18,750	43	\$21,500	\$1,780,250
Maple Hi	465	\$3,255,000	210	\$52,500	125	\$62,500	\$3,370,000
District Costs (e.g., administration, human resources, transportation, etc.)							\$4,053,530
Total District Budget							\$13,448,030



Methodology Sample 3

Methodology:

- ✓ Is in place by July 1, 2018
- ✓ Demonstrates that Title I schools received all of the state and local funds they would be entitled to
- ✓ Is "Title I neutral"
- ✓ Is documented



Determining Allowable Costs for Title I



Title I Allowable Costs – School Level

1. Is the activity or expense required by state, local or other federal law?
2. Was this activity or expense paid for by local funds in the past?
3. Does the LEA use state or local funds to provide a service to non-Title I students and Title I funds for the same service to Title I students?

In previous iterations of ESEA (e.g. No Child Left Behind), most districts showed compliance with the supplement-not-supplant provision by identifying the particular programs or services that were funded by Title I.

In order for a cost or activity to be funded by Title I, Part A, the LEA needed to ensure that the cost or activity

- Was not required by state, local or other federal law;
- Was not paid for by state or local funds in the past; and
- Was provided to non-Title I students with state or local funding.

The three tests for a cost-by-cost analysis no longer apply.

Title I Allowable Costs – School Level (cont.)

1. Did the school receive its full share of local/state funds based on the LEA's methodology?
2. Does the proposed budget item address the needs of Title I students?
3. Does the cost adhere to the Uniform Grant Guidance, EDGAR, and the LEA policies?
 - [Allowability checklist](#)



So how should an LEA determine if a cost allowable under Title I?

Each LEA is required to have written procedures to determine allowability of costs and those procedures should include a step for the LEA to ensure that the school received its full share of state/local funds. When that is confirmed, the LEA needs to make sure the proposed budget item is addressing the needs of the Title I students.

For Title I schools implementing a Title I Targeted Assistance program, the budget item should address the needs of the eligible Title I students.

And, for Title I schools implementing a schoolwide program, the budget item should address the needs identified in the schoolwide plan, because all students in a schoolwide program are eligible to receive services.

Additionally, like all budget items charged to any federal grant, the costs must be reasonable and necessary to meet the purpose of Title I.

Title I Allowable Costs – District Level

1. Do the 3 tests apply (Slide 21)?
2. Does the cost adhere to the Uniform Grant Guidance, EDGAR, and the LEA policies?
 - [Allowability checklist](#)

This may change if USDE's proposed non-regulatory guidance is approved.



Reference dates of USDE presentation

Allowable Cost Scenarios

- Assume that the school received its full share of state/local funds based on the LEA's methodology.
- Assume that the costs adhere to the LEA policies.



Allowable Cost Scenario 1

A school implementing a Title I schoolwide program paid for a reading software program last year using local funds. This year the school used Title I funds to pay for the reading software program.

- Is this supplanting? **No**
- Is this allowable? **Yes**

Scenario adapted from the Brustein & Manasevit Fall Forum 2017



Allowable Cost Scenario 1 (cont.)

- ✓ The school received its full share of local/state funds based on the LEA's methodology.
- ✓ The proposed budget item addresses the needs of Title I students.
- ✓ The cost adheres to the Uniform Grant Guidance, EDGAR, and the LEA policies.



Allowable Cost Scenario 2

A school implementing a Title I schoolwide program paid for an English literacy software program last year using local funds. This year the school used Title III funds to pay for the English literacy software program.

- Is this supplanting? **Yes**
- Is this allowable? **No**

Scenario adapted from the Brustein & Manasevit Fall Forum 2017



Allowable Cost Scenario 2 (cont.)

This is supplanting, therefore not allowed.

- The funding source is Title III.
- The 3 supplement not supplant “tests” still apply to Title III.
- The software was funded with local funds in the previous year, therefore Title III funds can not be used to pay for the software this year.



Allowable Cost Scenario 3

A Title I targeted assistance school provides reading intervention during the school day. The school uses Title I funds for identified Title I students and local funds for other participating students.

- Is this supplanting? **No**
- Is this allowable? **Yes**



Allowable Cost Scenario 3 (cont.)

- ✓ The school received its full share of local/state funds based on the LEA's methodology.
- ✓ The proposed budget item addresses the needs of Title I students.
- ✓ The cost adheres to the Uniform Grant Guidance, EDGAR, and the LEA policies.



Allowable Cost Scenario 4

A school implementing a Title I targeted assistance program used Title I funds to provide services to meet a student's individualized educational program (IEP).

- Is this supplanting? **No**
- Is this allowable? **No**

TAS 1115(c)(3)
SWP 1114 (a)(2)(B)



Allowable Cost Scenario 4 (cont.)

- ✓ The school received its full share of local/state funds based on the LEA's methodology.
- ✓ The proposed budget item addresses the needs of Title I students.

This is not allowed.

- The cost is prohibited by Title I, Part A, Sections 1114(a)(2)(B) and 1115 (c)(3). The [Uniform Grant Guidance](#) requires all costs to be allowable under the federal program.



TAS 1115(c)(3)
SWP 1114 (a)(2)(B)

Allowable Cost Scenario 4 (cont.)

- IDEA requires an LEA serving children with disabilities to develop an IEP to ensure the child with a disability receives a free appropriate public education. The IEP functions as a framework for the services the LEA is required to provide to each child to meet the requirements of IDEA.
- In the absence of Title I funds, it is presumed that the LEA would use other funds or it would be in violation of IDEA.
- An LEA could use TI funds to provide additional supplemental services to children with disabilities. It just needs to be above and beyond the IEP.



Allowable Cost Scenario 5

A Title I targeted assistance school is taking all of its 4th grade students to the waterpark for a field trip and will use Title I funds to cover the costs of students receiving Title I services.

- Is this supplanting? **No**
- Is this allowable? **No**



Allowable Cost Scenario 5 (cont.)

- ✓ The school received its full share of local/state funds based on the LEA's methodology.

This is not allowed.

- The cost is prohibited by the [Uniform Grant Guidance](#).



TAS 1115(c)(3)
SWP 1114 (a)(2)(B)

Allowable Cost Scenario 6

A Title I targeted assistance school is implementing Academic Parent Teacher Teams (APTTs) for all grades. It will use Title I funds to cover the costs for parents of students receiving Title I services.

- Is this supplanting? **No**
- Is this allowable? **Yes**



Allowable Cost Scenario 6 (cont.)

- ✓ The school received its full share of local/state funds based on the LEA's methodology.
- ✓ The proposed budget item addresses the needs of Title I students.
- ✓ The cost adheres to the Uniform Grant Guidance, EDGAR, and the LEA policies.



Allowable Cost Scenario 7

An LEA implements a district-wide initiative to cover the costs of advanced placement exams for low-income students. The LEA uses Title I funds to pay the costs for students attending Title I schools and local funds to pay the cost for students attending non-Title I schools.

- Is this supplanting? **Yes**
- Is this allowable? **No**

Scenario adapted from the Brustein & Manasevit Fall Forum 2017



Allowable Cost Scenario 7 (cont.)

This is supplanting, therefore not allowed.

- This is a district level expense.
- The 3 supplement not supplant “tests” still apply to district level expenses.
- The LEA cannot use local funds to provide a service to non-Title I students and Title I funds to provide the same service to Title I students.



If a school wants to do this, it would be allowable.

Proposed Non-Regulatory Guidance

- Link to Proposed Guidance:
<https://www2.ed.gov/policy/elsec/leg/essa/snstitleiguidance.pdf>
- DPI's response to USDE can be [found here](#)
- USDE has proposed that the 3 tests of supplanting will not apply to district level expenditures
 - This will take effect beginning in the 2019-20 school year



Aid for School Mental Health Programs

- 2017 Act 59 - Budget Bill
- Aid for School Mental Health Programs was created in Wis. Stat. [§115.364](#)
- Funding for FY 2018-19 was set at \$3,000,000



Aid for School Mental Health Programs

Who is eligible?

- Independent Charter Schools
- Private Schools, and
- School Districts



Aid for School Mental Health Programs

What expenses are eligible?

- Salary and Benefits of a licensed social worker as defined under Wisconsin Administrative Code [PI 34.062](#) or an individual licensed or certified as a social worker by the Marriage and Family Therapy, Professional Counseling and Social Work Examining Board s. [457.08 \(2\) to \(4\)](#).
- Contracted services of a social worker, and
- Increased expenses from the prior year.



Aid for School Mental Health Programs

Example:

Salary and Benefits of a Social Worker were:

- In SY 2016-17 were \$75,000
- In SY 2017-18 were \$80,000

Amount Eligible for Aid? \$5,000



Aid for School Mental Health Programs

Example:

Salary and Benefits for the hiring of an additional Social Worker were in SY 2017-18:

- In SY 2016-17 were \$75,000
- In SY 2017-18 were \$150,000

Amount Eligible for Aid? \$75,000



Aid for School Mental Health Programs

Claiming

Eligible Districts, Independent Charter Schools, and Private Schools were required to submit, online, a claim to the Department by March 29, 2019 for eligible expenditures made in SY 2016-17 and 2017-18.



Aid for School Mental Health Programs

Aid Computation

Aid is calculated by multiplying by 50 percent the increase in expenditures from the prior school year compared to the immediately preceding school year.

Aid will be prorated if the statewide total exceeds \$3,000,000.



Aid for School Mental Health Programs

Further assistance can be found at:

<https://dpi.wi.gov/sspw/mental-health/aid-school-mental-health-programs>



Personal Electronic Computing Devices Grant

- 2017 Act 59 - Authorized by Wis. Stat. §[115.438](#)
- \$9,187,500 annually for five years, July 1, 2018 - June 30, 2023
- Maximum award of \$125 per 9th grade student
- Recipients must match reimbursed amounts
- Generally, expenditures can support all K-12 students



Personal Electronic Computing Devices Grant

Eligible Schools

All Wisconsin schools with 9th grade students

- Wisconsin public school districts
- District charter schools
- Independent charter schools
- Private schools
- Tribal schools



Personal Electronic Computing Devices Grant

Eligible Items

- **Mobile devices** - used by only one student at a time.
- **Software** - used by students via mobile devices
- **Curriculum** - that can be accessed by students via mobile devices
- **Professional development** expenses, including training and coaching
 - Trainees must be teachers, administrators, or pupil services staff
 - Para-professionals and substitute teachers are NOT eligible trainees



Personal Electronic Computing Devices Grant

Eligible Mobile Devices

- Chromebooks
- Laptop computers
- Tablets
- Phones capable of accessing the internet
- Any of the above, also equipped to access cellular networks
- Mobile access points (hotspots)
- Cellular service is NOT eligible for reimbursement, but can be provided as a match (see next slide)



Personal Electronic Computing Devices Grant

Examples of expenditures that can be used as matching funds

- Computers and servers
- Network infrastructure, including routers, switches, firewalls, access points, and access point controllers
- Systems and consultation to support data privacy and security
- Online assessment expenses
- Data plans for hotspots and LTE enabled mobile devices
- Management systems such as learning management systems, mobile device management, monitoring, and filtering.



Personal Electronic Computing Devices Grant

Reimbursement Deadlines

- Expenses must be obligated by June 30, 2019.
- Expenses must be liquidated by September 30, 2019.
- Reimbursement request forms must be submitted by September 30, 2019.
- Applicants wishing to receive reimbursement before June 30, 2019 must complete purchases and submit their reimbursement request form by June 12, 2019.



Personal Electronic Computing Devices Grant

Go to the DPI [mobile device grant web pages](https://dpi.wi.gov/mobile-device-grant):

<https://dpi.wi.gov/mobile-device-grant>



DOJ School Safety Initiative Grant

- Nearly all public school districts in the state were awarded funds.
- In addition, over 200 hundred private schools were awarded funds.
- 22 districts were awarded over \$250,000



DOJ School Safety Initiative Grant

Recommended Coding

- Fund: 49R – Other Capital Projects
- WUFAR Source: 699 – Other State Revenue
- WUFAR Project: Local decision



DOJ Safety Grant

DOJ's administrative support for this grant is located here:

<https://www.doj.state.wi.us/office-school-safety/school-safety-grants>



Required Authorizer Annual Report

All authorizers (School Districts, City of Milwaukee, UW-Milwaukee and UW-Parkside) are required to annually (December 1st) submit to the state superintendent and to the legislature a report that includes:

1. An identification of each charter school operating under contract with it, each charter school that operated under contract with it but had its contract non-renewed or revoked or that closed and each charter school under contract with it that has not yet begun to operate.



Required Authorizer Annual Report

2. The academic and financial performance of each charter school operated under contract.
3. The operating cost the authorizing entity incurred as a result of fulfilling its duties under Wis. Stat. § [118.40\(3m\)](#), detailed in an audited financial statement prepared in accordance with Generally Accepted Accounting Principles (GAAP).
4. The services the authorizing entity provided to charter schools under contract with it and an itemized accounting of the cost of the services.



- (a) Solicit and evaluate charter school applications.
- (b) When contracting for the establishment of a charter school under this section, consider the principles and standards for quality charter schools established by the National Association of Charter School Authorizers.
- (c) Give preference in awarding contracts for the operation of charter schools other than the charter school established under a contract with the director under sub. [\(2x\)](#) [\(cm\)](#) to those charter schools that serve children at risk, as defined in s. [118.153 \(1\) \(a\)](#).
- (d) Approve only high-quality charter school applications that meet identified educational needs and promote a diversity of educational choices.
- (e) In accordance with the terms of each charter school contract, monitor the performance and compliance with this section of each charter school with which it contracts

Required Authorizer Annual Report

Wis. Stat. § [118.40\(3m\)\(f\)\(3\)](#) refers to the Authorizer duties identified in Wis. Stat. § 118.40(3m):

- a) Soliciting and evaluating charter school applications.
- b) Considering the principles and standards for quality authorizing established by the National Association of Charter School Authorizers.
- c) Giving preference in the awarding of contracts for the operation of charter school that serve children at risk.
- d) Approving high-quality charter schools that meet identified educational needs and promote a diversity of educational choices.
- e) Monitoring the performance and compliance with s. 118.40, Wis. Stats., of each charter school with which it contracts.



For FY 2016-17:

97 school districts had charter schools as of January 1 only 65 districts had submitted a report

82 districts included the statement that was to be audited in their Financial Statement Audit report

The statement costs ranged from \$0 Authorizer costs to over \$2.0 million. They answer lies somewhere in-between.

Authorizer Operating Costs to Include

Examples of the types of costs that should be reported in the schedule of authorizer operating costs include but are not limited to:

- costs incurred by the authorizer to oversee and monitor its charter schools (i.e. salary and fringe for individuals who assume these duties)
- costs incurred soliciting, receiving and reviewing applications for new charter schools (i.e. salary and fringe for individuals who assume these duties which may include administrative staff, business office staff, legal staff, etc.)
- costs incurred completing and analyzing charter school data for the purpose of making renewal and revocation decisions



Authorizer Operating Cost Not Included

Costs that should not be included in the schedule of authorizer operating costs include:

- salary and fringe for the teachers at the charter school
- costs of charter school transportation
- curriculum services
- food service, etc



Technical Assistance

The DPI has developed a [Technical Assistance Document](#) and an [Annual Report Template](#) to assist authorizers in meeting this requirement. To access these pages go here:

<https://dpi.wi.gov/sms/charter-schools/information-authorizers>

The report, corresponding to the current 2018-19 school year is due December 1, 2019.



What is WISEgrants?

- DPI's federal grant management web portal
- IDEA, Title I-A, Title II-A, Title III-A, Title I-C, Title I-D, and Perkins



An essential resource while conducting LEA audits is the WISEgrants Web Portal.

WISEgrants was created through collaboration between the ESEA and Special Education teams at the Department of Public Instruction. WISEgrants is DPI's federal grant management web portal that serves as a one-stop shop for districts to access their federal funds. Districts are able to submit applications, budgets, and claims in the portal for their IDEA, Title I-A, Title II-A, Title III-A, Title IV-A, Title I-C, Title I-D, and Perkins grants. It should be noted that Title I-C and Perkins are new to WISEgrants as of the 2018-19 school year.

Getting Started

Auditors must have a WAMS ID

<https://dpi.wi.gov/sites/default/files/imce/wisedash/pdf/wams-guide.pdf>



First and foremost, you must have a WAMS User ID to access WISEgrants. WAMS is the State's Web Access Management System that allows for access to restricted information or services from DPI. A WAMS ID can be used to access various secure DPI applications, including WISEgrants.

The provided link is to a quick-start guide for getting a WAMS ID. If you need to create an account, think you may already have an account but aren't sure, or are having problems accessing WISEgrants with your ID, you'll find this guide helpful.

Getting Started

Before the audit:

- District must select auditor's WAMS ID and assign access to WISEgrants
 - Completed by the district WISEgrants Application Administrator in the Application Security Manager web portal
- District assigns the auditor View Only access to all grants that will be reviewed
 - Completed by a district user with the WISEgrants Administrator role in WISEgrants



Once a WAMS ID has been acquired, access to the district in the portal still needs to be granted. Since this access can only be granted by the district, it's a good idea to reach out to the district, before the audit, to ensure access rights have been granted. The district will select an auditor's WAMS ID and assign View Only access to the district's grants.

Logging In

- **WISEgrants Web Portal**
<https://dpi.wi.gov/wisegrants/web-portal>
- **Use assigned WAMS ID**
- **The same WAMS ID can be used to access multiple districts.**
 - Access must be assigned by each district



Remember, while the same WAMS ID can and should be used to access multiple districts, access can only be assigned by the LEA so you'll always want to reach out to districts before the audit.

Landing Page

WISEgrants User Landing Page includes:

- Announcements
- Grant Summary Panel

Holmen School District - Grant Summary				
Grant	Allocation Amount	Public Carryover Amount	Private Carryover Amount	Fund Management Selection
Carl Perkins CTE	\$21,731.83	\$0.00	N/A	Manage Own
IDEA - Flow-through	\$657,949.00	\$76,887.76	N/A	Manage Own
IDEA - Preschool	\$14,926.00	\$3,599.69	N/A	Manage Own
Title I-A	\$266,152.00	\$19,321.05	\$8,454.18	Manage Own
Title II-A	\$66,111.00	\$41,736.18	\$0.00	Manage Own
Title III-A	\$23,431.00	\$23,890.00	\$0.00	Manage Own
Title IV-A	\$17,348.00	\$10,000.00	\$0.00	Manage Own

After logging-in, users are taken to the landing page which has several helpful features including an announcement panel, a grant summary panel, and a grant application status panel. The announcements panel is where any important deadlines and required forms are provide and where any new WISEgrants features are highlighted. The grant summary panel provides information regarding a district's grants. It offers a quick look at the district's current year allocation, public carryover, and private carryover, as well as their fund management selection. Users can also click on the specific grant name to navigate to that grant's application.

Landing Page


Grant Application Status Panel

Holmen School District - Application Status						
Application		Budget Last Status	Budget Status Date	Budget Revisions	Claim Last Status	Claim Status Date
Title I-A	Public	Approved	10/11/2018	No revisions made	Partial - Approved	02/04/2019
	Private					\$109,852.72
Title II-A	Public	Approved	02/13/2019	No revisions made	Partial - Submitted to DPI	02/25/2019
	Private					\$51,483.94
Title III-A	Public	Approved	11/16/2018	No revisions made		\$0.00
	Private					\$0.00
Title IV-A	Public	Approved	02/12/2019	No revisions made		\$0.00
	Private					\$0.00
Carl Perkins CTE		Approved	11/12/2018	No revisions made		\$0.00
IDEA - Flow-through - CEIS		Unlocked	06/19/2018	Revised, not submitted		\$0.00
IDEA - Flow-through - Title I Schoolwide		Unlocked	06/19/2018	No revisions made		\$0.00
IDEA - Flow-through		Approved	02/04/2019	No revisions made	Partial - Approved	02/12/2019
IDEA - Preschool		Approved	09/14/2018	No revisions made		\$227,990.13
						\$0.00

Shown here is the grant application status panel which is available further down on the landing page. This panel is another helpful feature that offers a snapshot of a district's grants application – including the budget and claims process. Going across the columns we see

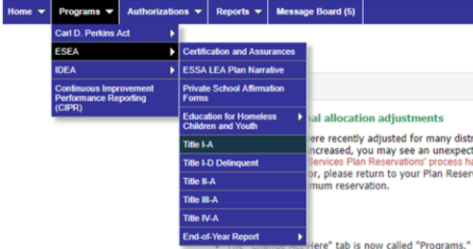
Navigation

- Use the blue menu bar to navigate in WISEgrants



WISEgrants User Landing Page

- Selecting a grant program:



The blue menu bar at the top of the screen can be used for navigation. The Programs tab allows users to change between different programs and grants. It also provides links to federal requirements such as Certification and Assurances.

Under the Authorizations tab, you will find access to a district's assurances, claims, and transfer funds.

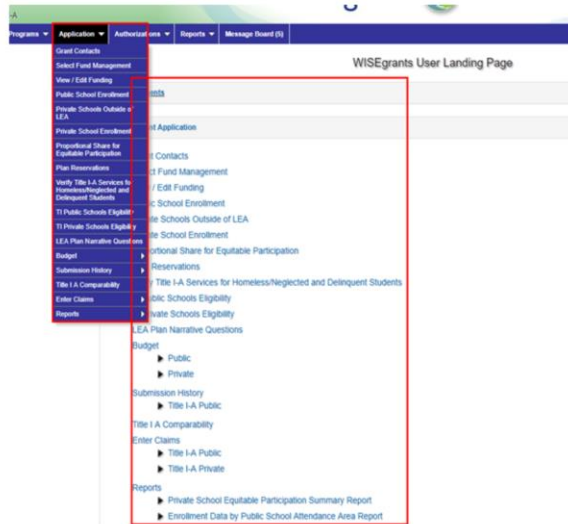
Under the Reports tab, you can access a grant's notification of federal grant subaward and budget summary.

The message board is where federal grants related correspondence between the district and DPI is available.

The screenshot above shows the path to access a district's Title I-A application page.
Programs → ESEA → Title I-A

Grant Application

Once a grant has been selected, navigate through the application using the blue dropdown menu or the links on the screen.



Once a grant has been selected, a new Application tab will appear on the blue menu bar and the user will be directed to the application's landing page. A user can use either options to navigate through the different sections of the application.

Note: the order of the menu reflects the order of how the district completes the application.

While there is useful information available in all sections, in this presentation we are going to specifically cover the budget and claims sections of WISEgrants.

Viewing Budget Submissions

The screenshot shows the 'ESEA - Title I-A' application interface. At the top, there is a navigation bar with the following tabs: Home, Admin Menu, Programs, Application, Authorizations, Reports, and Message Board (5). The 'Application' tab is currently selected, and its dropdown menu is open, displaying a list of options. The 'Submission History' and 'Budget' options are highlighted in dark blue. To the right of the menu, a portion of the main content area is visible, showing a green heading 'Allocation adjustments' followed by a paragraph of text that is partially obscured by the menu. The text mentions 'recently adjusted for many districts' and 'unexpected error when tr'. Below this, there is a red text warning: 'ased, you may see an unexpected error when tr ces Plan Reservations' process has been completec lease return to your Plan Reservations screen. T reservation.' Further down, another paragraph starts with 'tab is now called "Programs." This is to accom vement Performance Reporting (CIPR) link has r'. At the bottom of the visible content, there is a line that reads 'grant applications are open' and another line that says 'the fiscal year in the upper right corner of the I'.

In order to access a district's budget, you can use either the Budget or Submission History link. The Budget link will take you to the district's most recent budget submission while the Submission History link provides a more comprehensive look at a district's budget submission(s) and application.

Submission History

Provides the ability to view all budget revisions.

Title I-A (ESSA) Submission History

Export to Excel Export to PDF						
Drag a column header and drop it here to group by that column						
Revision Number	Submitted Date	Submitted By	Submitter's E-mail	Submitter's Phone	Application Status	Last Updated
View Revision 4	12/7/2018				Approved	12/18/2018
View Revision 3	11/30/2018				Approved	11/30/2018
View Revision 2	11/28/2018				Returned	11/30/2018
View Revision 1	10/10/2018				Returned	11/27/2018

Here you can see that the Submission History allows you to not only see the current budget but also all previously submitted budgets. It also provides submission information – by who, when, their contact information, submission date, application status, and the date. To access a specific budget version, simply click on the button.

Submission History

- Submission and status information is displayed at the top of the screen.
- Budget and application details can also be accessed.

ESEA - Title I-A

Home Admin Menu Programs Application Authorizations Reports Message Board (5)

Madison Metropolitan School District 2018-2019 Title I-A (ESSA) Budget

Submission Info

CESA Location: 02
DPI Contact: Anderson, Gail
DPI Contact Email: gail.anderson@dpi.wi.gov
DPI Contact Phone:
Application Status: Returned
Submitted Date: 10/19/2018
Revision Number: 1
Submitted By: Waldner, Jennifer
Submitter's E-mail: jmwaldner@madison.k12.wi.us
Submitter's Phone: (608) 663-5200
Reviewed Date: 11/27/2018
Reviewed By: Hickey, Michael

Budget

Application

Submission and status information is displayed at the top of the screen.

Below that, you can choose to expand the budget and application panels. A carrot is available on the far right (not shown) that can be selected to show the hidden information.

Let's first explore the Application panel.

Application View

Each section of a grant application is available to view.

The screenshot displays a web interface titled 'Application View'. At the top, a dark blue header contains the title. Below the header, a text box states 'Each section of a grant application is available to view.' Underneath this, there is a list of application sections. The first section, 'Budget', is currently hidden. The 'Application' section is highlighted with a red box. To the right of each section name is a small upward-pointing arrow, indicating that the section can be expanded. A red arrow points from the text above to the first expandable arrow. The list of sections includes: Fund Management, Funding, Private School Affirmation Forms, Public Enrollment, Private Schools Outside of LEA, Private Enrollment, Proportional Share of Equitable Participation, Private School Reservations, Public School Reservations, Verify TI Services for Homeless Students, TI Public Eligibility, and TI Private Eligibility.

Section	Expandable
Budget	
Application	
Fund Management	↑
Funding	↑
Private School Affirmation Forms	↑
Public Enrollment	↑
Private Schools Outside of LEA	↑
Private Enrollment	↑
Proportional Share of Equitable Participation	↑
Private School Reservations	↑
Public School Reservations	↑
Verify TI Services for Homeless Students	↑
TI Public Eligibility	↑
TI Private Eligibility	↑

The application panel displays the different sections of the application all in one spot. By selecting the carrots to the right of the application section, you are able to review all the submitted data without being directed away from budget you are reviewing.

The budget panel is currently hidden...

Budget View

The *Budget Summary* includes the totals for all budget sections.

Budget			▼
Budget Summary			+
Budget Section	Sub Budget	Total Amount Budgeted	
Personnel	Public	\$5,409,058.92	
Personnel	Private	\$136,372.88	
Purchased Services	Public	\$110,817.00	
Purchased Services	Private	\$3,000.00	
Non-Capital Objects	Public	\$291,204.84	
Non-Capital Objects	Private	\$4,363.45	
Indirect	Public	\$104,973.58	
		Total in current budget:	\$6,055,790.67
Positions			+
Purchases			+
Non-Capital Equipment and Capital Equipment Items			+
All Budget Items			+

Budget summary includes all totals for applicable subbudget sections. No Capital Object subbudget displayed. This district has private schools, if a district doesn't it won't show up.

Hidden panels for each subbudget section: Positions, Purchases, Non-Cap and Cap, as well as a panel that allows you to view all budget items together.

Budget View

Clicking on the triple dots in any column header gives the user the ability to customize the view, as well as sort, and filter.

Purchases

Export to Excel Export to PDF Fiscal Display

Section X

Sub-Budget	Program Type	School Name	Purchase Item	Purchase Item Detail	Object Number	Function Number	Description	Ve
Section: Purchased Services								
Public	Schoolwide	Allis El	Pupil Transportation	Pupil Transportation-School Services	341	256720	Allis Student Taxi/Shuttle Transport	Va
Public	Schoolwide	Allis El	Private Vendor Contract for Instructional Services				Allis Contracted Consultant	Ha
Public	Schoolwide	Allis El	Employee Travel				Allis Employee Travel Conference	
Public	Schoolwide	Black Hawk Mid	Pupil Transportation	Pupil Transportation-School Services			Black Hawk Student Taxi Transport	Va
Public	Schoolwide	Black Hawk Mid	Pupil Transportation	Instructional Field Trip			Black Hawk Instructional Field Trip Transport	Bu
Public	Administration		Employee Travel	TI Prof. Development (Instructional Staff)			Administrative PO Travel	
Public	Schoolwide	Cherokee Heights Mid	Employee Travel	Professional Development (Instructional Staff)			Cherokee Employee Conference Travel	

This specific screen shows the Purchases panel expanded. The budget is provided in a kendo grid which is highly customizable so I suggest looking at the different columns that are available.

Ability to sort.

Standard default for column – ability to add or deselect columns to fit your needs.

Ability to filter – use private vs public school budget as example.

Budget View

The budget can be exported.

Purchases

Export to Excel Export to PDF Fiscal Display

↑ Section X

Sub-Budget	Program Type	School Name	Purchase Item	Purchase Item Detail	Object Number
Section: Purchased Services					
Public	Schoolwide	Allis El	Pupil Transportation	Pupil Transportation-Shuttle Services	341
Public	Schoolwide	Allis El	Private Vendor Contract for Instructional Services	Speaker to Supplement Instruction	370

Once you've customized the budget grid to your preferences, you can export to excel or to a PDF.

Budgeting Screens for Districts


Section tabs navigate to different budget sections.


Title I-A Budget - Public - All Schools


Personnel


Submission Personnel Purchased Services Non-Capital Objects Capital Objects Insurance Other Objects Indirect View All Sections

Personnel

Program Type: Select a Program Type... 

Position: Select a Position Label... 


Position Activity: Select a Position Activity... 


Function: Select a Function Label... 

Salary: \$0.00

General Ledger Account:

Staff Name or Detailed Description:

Area: Select an Area Label... 

Object: Select an Object Number... 

Benefits:

Cancel Save Save and Repeat Combo

Previous budget screens displayed were Submission History – super helpful for reviewing all application and budget information in the same place. This screen shows what a district sees when it goes to submit a budget.

Section tabs navigate to the different subbudgets.

Red arrow = required field.

Won't be able to save without putting data in there.

Budgeting Screens for Districts

Selecting the Sidebar provides a detailed breakdown.

Title I-A Budget - Public - All Schools

Personnel

Used Services Non-Capital Objects Capital Objects Insurance Other Objects Indirect View All Sections

Area: Select an Area Label

Object: Select an Object Number

Benefits:

Cancel Save Save and Repeat Combo

Funding Detail

Grant: Title I-A
Allocation: \$2,286,059.00
Public Carryover: \$132,763.97
Private Carryover: \$1,999.84

Total: \$2,420,822.81

Budget Overview

Public:
Total Public Amount: \$2,349,491.67
Amount Budgeted: \$2,007,942.91
Amount Remaining: \$341,548.76

Total Instructional Amount: \$1,579,491.67
Amount Budgeted: \$1,361,288.22
Amount Remaining: \$218,203.45

Schoolwide Amount: \$1,489,211.26
Amount Budgeted: \$1,279,444.11
Amount Remaining: \$209,767.15

Targeted Assistance Amount: \$93,280.00
Amount Budgeted: \$81,644.11
Amount Remaining: \$11,435.89

Public Reservations: \$770,000.00
Amount Budgeted: \$648,654.69
Amount Remaining: \$121,345.31

Total Public Claimed: \$1,206,603.57
Total Unclassified: \$801,339.34

Private:
Total Private Amount: \$71,331.14
Amount Budgeted: \$69,037.25
Amount Remaining: \$2,293.89

Subaward Documents

All district subawards can be viewed on the *Grant Award Report* page.

Application	Authorizations	Reports	Message Board (5)
adison Metropolitan School District			
▼ Grant Name			
Education for Homeless			
Title I-A			
Title I-D Delinquent			
Title II-A			
Title III-A			
Title IV-A			
IDEA - Flow-through			
IDEA - Preschool			
Carl Perkins CTE			

ESEA

Title I

Title I-D

Title II

Title III

Flowthrough

Preschool

Subrecipient Authorizers

Grant Award Report

Tydings Report

Reporting Known Fraud

▼ Grant Award Docun
Grant Award
Grant Award
Grant Award
Grant Award
Grant Award
Grant Award
Grant Award
Grant Award
Grant Award
Grant Award

There are multiple ways to view a grant subaward. All of a district’s grants’ subawards are available on the Grant Award Report page that is available under the blue menu bar.

Subaward Documents

The subaward for a specific grant can be accessed under the *Reports* tab.

The screenshot displays a web application interface. At the top, a navigation bar includes links: Home, Admin Menu, Programs, Application, Authorizations, Reports, and Message Board (5). The 'Reports' menu is expanded, showing a list of report types: ESEA, Title I, Title I-D, Title II, Title III, Flowthrough, Preschool, Subrecipient Authorizers, Grant Award Report, Findings Report, and Reporting Known Fraud. Below the navigation bar, a table titled 'Grant Award Report for Madison Metropolitan School District' is visible. The table has two columns: 'Act Name' and 'Grant Name'. The 'Act Name' column lists 'ESEA' for all rows. The 'Grant Name' column lists various grant titles: 'Education for Homeless Children and Youth', 'Title I-A', 'Title I-D Delinquent', 'Title II-A', 'Title III-A', and 'Title IV-A'. To the right of the table, another 'Reports' menu is shown, which is also expanded, displaying the same list of report types as the first menu.

Act Name	Grant Name
ESEA	Education for Homeless Children and Youth
ESEA	Title I-A
ESEA	Title I-D Delinquent
ESEA	Title II-A
ESEA	Title III-A
ESEA	Title IV-A

You can also access a specific grant's subaward by using the Reports tab on the blue menu bar and navigating to

Authorized documents are available for each act.

Document Name	Authorized By	Date Authorized	
Carl Perkins Certifications and Assurances		04/06/2018 10:54:18	View Authorization
ESEA Certifications and Assurances		06/05/2018 13:17:09	View Authorization
IDEA Part B Certifications and Assurances		06/05/2018 13:17:39	View Authorization

Contacts

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Thanks for joining us today, as always for specific questions please reach out to your districts title I consultant or your CESA network Title I consultant.

Please take a moment to provide us with feedback on this video and what you are interested in hearing more about on future videos.

Resources

- Title I Deadlines and Fiscal Information
<https://dpi.wi.gov/title-i/fiscal-information>
- Title I Shorts
<https://dpi.wi.gov/title-i/title-i-shorts>